

## LME Alternative Service Request for Use of DMHDDSAS State Funds

### For Proposed MH/DD/SAS Service Not Included in Approved Statewide IPRS Service Array

**Note:** Submit completed request form electronically to Wanda Mitchell, Budget and Finance Team, at [Wanda.Mitchell@ncmail.net](mailto:Wanda.Mitchell@ncmail.net), and to Spencer Clark, Chief's Office, Community Policy Management Section, at [Spencer.Clark@ncmail.net](mailto:Spencer.Clark@ncmail.net). Questions about completing and submitting this form may be addressed to Brenda G. Davis, CPM Chief's Office, at [Brenda.G.Davis@ncmail.net](mailto:Brenda.G.Davis@ncmail.net) or (919) 733-4670, or to Spencer Clark at [Spencer.Clark@ncmail.net](mailto:Spencer.Clark@ncmail.net) or (919) 733-4670.

<b>a. Name of LME</b> Western Highlands Network		<b>b. Date Submitted</b>  
<b>c. Name of Proposed LME Alternative Service</b> Hospital Discharge Plan-Treatmnt - A Statewide Alt-Service Definition as of Jan 2011- <b>YA336</b>		
<b>d. Type of Funds and Effective Date(s):</b> (Check All that Apply)  <div style="text-align: center;"> <input type="checkbox"/> State Funds: Effective 7-01-07 to 6-30-08     xx State Funds: Effective 7-01-08 to 6-30-09         </div>		
<b>e. Submitted by LME Staff (Name &amp; Title)</b> Tom Ladenthin Director, Claims and Reimbursement	<b>f. E-Mail</b> <a href="mailto:lade0721@westernhighlands.org">lade0721@westernhighlands.org</a>	<b>g. Phone No.</b> 828.225.2785 ext.2155

**Background and Instructions:**

This form has been developed to permit LMEs to request the establishment in IPRS of Alternative Services to be used to track state funds through a fee-for-service tracking mechanism. An LME that receives state single stream or other state non-UCR funding shall use such funding to purchase or start up services included in the Integrated Payment and Reporting System (IPRS) service array and directed towards the approved IPRS target population(s). If the LME wishes to propose the use of state funds for the provision of an Alternative Service that is not included in the IPRS service array, the LME shall submit an [LME Alternative Service Request for Use of DMHDDSAS State Funds](#).

This form shall be completed to fully describe the proposed Alternative Service for which Division approval is requested in order to develop an IPRS reporting code and an appropriate rate for the Alternative Service.

Please use the following template to describe the LME's proposed Alternative Service definition and address all related issues using the standard format and content categories that have been adopted for new MH/DD/SA Services.

Please note that:

- an individual LME Alternative Service Request form is required to be completed for each proposed Alternative Service;
- a separate Request for Waiver is required to be submitted to the Division for the LME to be authorized by the Secretary to directly provide an approved Alternative Service; and
- the current form is not intended to be utilized in SFY 07-08 for the reporting on the use of county funds by an LME. The Division continues to work with the County Funds Workgroup to establish a mechanism to track and report on the use of county funds through IPRS reporting effective July 1, 2008.

Requirements for Proposed LME Alternative Service	
(Items in italics are provided below as examples of the types of information to be considered in responding to questions while following the regular Enhanced Benefit Service definition format. Rows may be expanded as necessary to fully respond to questions.)	
Complete items 1 though 28, as appropriate, for all requests.	
1	<b>Alternative Service Name, Service Definition and Required Components</b> Name: Hospital Discharge Planning and Treatment Service Definition: This service includes attendance at Hospital discharge planning meeting for assigned and unassigned consumers. Services are inclusive of attendance at all Crisis Service Unit treatment/discharge meetings. Activities include completion of paperwork required to admit a consumer in the Western Highlands Network system, linking with resources identified in discharge plan, and providing all necessary support and services until consumer become active to ongoing outpatient provider.
2	<b>Rationale for proposed adoption of LME Alternative Service to address issues that cannot be adequately addressed within the current IPRS Service Array.</b> This service funds provider activities to engage a consumer in treatment activities while the case is inactive.
3	<b>Description of service need(s) to be addressed exclusively through State funds for which Medicaid funding cannot be appropriately accessed through a current Medicaid approved service definition.</b>
4	<b>Please indicate the LME's Consumer and Family Advisory Committee (CFAC) review and recommendation of the proposed LME Alternative Service: (Check one)</b>  <input type="checkbox"/> Recommends <input type="checkbox"/> Does Not Recommend      x <input checked="" type="checkbox"/> Neutral (No CFAC Opinion)
5	<b>Projected Annual Number of Persons to be Served with State Funds by LME through this Alternative Service</b> Approximately 37 consumers
6	<b>Estimated Annual Amount of State Funds to be Expended by LME for this Alternative Service</b> Approximately \$17.5k
7	<b>Eligible IPRS Target Population(s) for Alternative Service: (Check all that apply) N/A</b>  <u>Assessment Only:</u> <input type="checkbox"/> All <input type="checkbox"/> CMAO <input type="checkbox"/> AMAO <input type="checkbox"/> CDAO <input type="checkbox"/> ADAO <input type="checkbox"/> CSAO <input type="checkbox"/> ASAO <u>Crisis Services:</u> <input type="checkbox"/> All <input type="checkbox"/> CMCS <input type="checkbox"/> AMCS <input type="checkbox"/> CDCS <input type="checkbox"/> ADCS <input type="checkbox"/> CSCS <input type="checkbox"/> ASCS <u>Child MH:</u> x <input checked="" type="checkbox"/> All <input type="checkbox"/> CMSED <input type="checkbox"/> CMMED <input type="checkbox"/> CMDEF <input type="checkbox"/> CMPAT <input type="checkbox"/> CMECD <u>Adult MH:</u> x <input checked="" type="checkbox"/> All <input type="checkbox"/> AMSPM <input type="checkbox"/> AMSMI <input type="checkbox"/> AMDEF <input type="checkbox"/> AMPAT <input type="checkbox"/> AMSRE <u>Child DD:</u> x <input checked="" type="checkbox"/> CDSN <u>Adult DD:</u> x <input checked="" type="checkbox"/> All <input type="checkbox"/> ADSN <input type="checkbox"/> ADMRI <u>Child SA:</u> x <input checked="" type="checkbox"/> All <input type="checkbox"/> CSSAD <input type="checkbox"/> CSMAJ <input type="checkbox"/> CSWOM <input type="checkbox"/> CSCJO <input type="checkbox"/> CSDWI <input type="checkbox"/> CSIP <input type="checkbox"/> CSSP <u>Adult SA:</u> x <input checked="" type="checkbox"/> All <input type="checkbox"/> ASCDR <input type="checkbox"/> ASHMT <input type="checkbox"/> ASWOM <input type="checkbox"/> ASDSS <input type="checkbox"/> ASCJO <input type="checkbox"/> ASDWI <input type="checkbox"/> ASDHH <input type="checkbox"/> ASHOM <input type="checkbox"/> ASTER <u>Comm. Enhance.:</u> <input type="checkbox"/> All <input type="checkbox"/> CMCEP <input type="checkbox"/> AMCEP <input type="checkbox"/> CDCEP <input type="checkbox"/> ADCEP <input type="checkbox"/> ASCEP <input type="checkbox"/> CSCEP

	Non-Client: <input type="checkbox"/> CDF
8	<p><b>Definition of Reimbursable Unit of Service: (Check one)</b></p> <p><input type="checkbox"/> Service Event    x <input type="checkbox"/> 15 Minutes    <input type="checkbox"/> Hourly    <input type="checkbox"/> Daily    <input type="checkbox"/> Monthly</p> <p><input type="checkbox"/> Other: Explain _____</p>
9	<p><b>Proposed IPRS <u>Average</u> Unit Rate for LME Alternative Service</b></p> <p>Since this proposed unit rate is for Division funds, the LME can have different rates for the same service within different providers. What is the proposed <u>average</u> IPRS Unit Rate for which the LME proposes to reimburse the provider(s) for this service? \$</p> <p>22.65/15-min</p>
10	<p><b>Explanation of LME Methodology for Determination of Proposed IPRS <u>Average</u> Unit Rate for Service</b></p> <p>(Provide attachment as necessary). This rate was determined by the equivalent rate of assertive outreach.</p>
11	<p><b>Provider Organization Requirements</b></p> <p>Contract with LME.</p>
12	<p><b>Staffing Requirements by Age/Disability</b></p> <p>(Type of required staff licensure, certification, QP, AP, or paraprofessional standard)</p> <p>Meet community support service definition.</p>
13	<p><b>Program and Staff Supervision Requirements</b></p> <p>Meet community support service definition</p>
14	<p><b>Requisite Staff Training</b></p> <p>Meet community support service definition</p>
15	<p><b>Service Type/Setting</b></p> <p>Meet community support service definition</p>
16	<p><b>Program Requirements</b></p> <p>Meet community support service definition</p>
17	<p><b>Entrance Criteria</b></p> <p>Must be a State hospital discharge or used in hospital pilot diversion site, i.e. CSU.</p>
18	<p><b>Entrance Process</b></p> <p>Screening through STR or Care Coordination.</p>
19	<p><b>Continued Stay Criteria</b></p> <p>More units authorized depending on needs of consumer and availability of service delivery i.e. ACTT/CST on intake appointment for appropriate long-term services needed.</p>
20	<p><b>Discharge Criteria</b></p> <p>Consumer becomes active to provider with appropriate level of care services.</p>
21	<p><b>Evaluation of Consumer Outcomes and Perception of Care</b></p> <p>Consumer remains stable, successful transition to appropriate level of care.</p>
22	<p><b>Service Documentation Requirements</b></p> <ul style="list-style-type: none"> <li>Is this a service that can be tracked on the basis of the individual consumer's receipt of services that are documented in an individual consumer record?</li> </ul> <p>x <input type="checkbox"/> Yes    <input type="checkbox"/> No    If "No", please explain.</p> <ul style="list-style-type: none"> <li>Minimum standard for frequency of note, i.e. per event, daily, weekly, monthly, etc.</li> </ul>
23	<p><b>Service Exclusions</b></p> <p>n/a</p>
24	<p><b>Service Limitations</b></p> <p>A maximum of 20-units. Depending on the severity and intensity of the case additional units may be</p>

	authorized.
25	Evidence-Based Support and Cost Efficiency of Proposed Alternative Service Insufficient utilization to determine. A methodology is under development.
26	LME Fidelity Monitoring and Quality Management Protocols for Review of Efficacy and Cost-Effectiveness of Alternative Service Insufficient utilization to determine efficacy and cost effectiveness. A methodology is under development based on client contacts and success of case opening.
27	LME Additional Explanatory Detail (as needed)